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U.S. Bureau of Foreign and Domestic Commerce

Instructions for automotive exporters and their...

Washington

1926

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DEPARTMENT OF COMMERCE
BUREAU OF FOREIGN AND DOMESTIC COMMERCE
JULIUS KLEIN, Director

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INSTRUCTIONS FOR AUTOMOTIVE EXPORTERS

AND THEIR SHIPPING BROKERS

FOR GUIDANCE IN PROPERLY LISTING AND CLASSIFYING AUTOMOTIVE APPARATUS AND SUPPLIES ON SHIPPERS' EXPORT DECLARATIONS

AUTOMOTIVE DIVISION

WASHINGTON
GOVERNMENT PRINTING OFFICE
1926

INSTRUCTIONS FOR AUTOMOTIVE EXPORTERS

GENERAL INSTRUCTIONS

These instructions are issued by the automotive division of the Bureau of Foreign and Domestic Commerce to serve as a guide for exporters of automotive products in preparing their export declarations.

It is essential, in preparing export declarations, that shipments be listed in accordance with the automotive section of Schedule B, Export Classification, outlined herein, which is the official United States Government classification of exports.

The importance of making out export declarations completely, correctly, and promptly can not be overestimated. It is to be borne in mind that the official export statistics compiled and published by the Department of Commerce each month can be correct only to the extent that individual export declarations are correct and promptly filed.

The average American automotive manufacturer who is interested in the development of his foreign markets gauges these markets, fixes his sales quotas, foreign advertising budgets, etc., to a large extent after a careful study of the record of exports of his class of merchandise to individual markets. Therefore, it is obvious that repeated inaccuracies or delay in the preparation or filing of export declarations will react adversely on all in the industry.

In cases where the export declarations are made out in the manufacturer's export department care should be taken that the individuals doing this work are properly instructed in the importance of making correct returns. Many large American automotive exporters have export declarations covering their shipments prepared by their shipping brokers; when such practice is followed it is urgently suggested that the manufacturer send or have the automotive division send a copy of these instructions, addressed, if possible, to the personal attention of the individual in the employ of the shipping broker who is actually preparing the export declarations.

The facsimile documents appearing herein illustrate the correct manner of listing items on exporters' declarations. In the first two columns insert the marks and numbers used to identify the shipment and the number and kinds of boxes, crates, or other containers.

In the column headed "Commodity" give the proper description of the article as determined by the numerical classification contained in this pamphlet.

In the column headed "Class No., Schedule B," enter the correct class number, also determined from the numerical classification.

Under the heading "Quantity" the number of units will be stated, unless the products be parts or accessories and therefore not considered complete units, in which case no quantity should be stated.

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Special care should be taken in filling out the two columns covered by "Value at time and place of shipment." In the column headed "U. S. products," insert the wholesale net factory price, plus packing charges and inland freight from factory to seaboard. The column headed "Foreign products in same condition as imported" covers only imported goods afterward exported without change in condition and will be used infrequently by the automotive exporter.

Merchandise must be described in the specific terms of the export classification listed in these instructions. Such designations as "automobiles," "chassis," or other general terms should not be used. If the articles are passenger cars, the proper listing as given herein should be employed, as, for instance, "Automobiles passenger (gasoline), factory list price over $500 to $800, inclusive," or chassis should be described as "Chassis, truck (complete), over 2½ tons."

Classification changes effective January 1, 1927, are as follows:

Class No. 7909 has been eliminated, and hereafter all trucks up to 1 ton (inclusive) in capacity should be listed in class No. 7910. (No consideration is being given to the price class of trucks of this capacity.)

Hereafter passenger cars and chassis listed in class Nos. 7920, 7921, 7922, 7923, and 7924, will be classified according to their list price at the factory, with no tax or other price items added.

Special attention is called to the fact that when sufficient parts for assembly are exported in one shipment so that a given number of cars may be assembled from these parts abroad, these units, although completely disassembled, must be declared as complete units in classes 7910, 7912, 7914, 7920, 7921, 7922, 7923, or 7924 (the class to be determined by the relative United States factory list price on the complete unit). However, in such cases the export value given for these groups of parts in the column headed "U. S. products" should be the net United States factory price at which such parts are billed to the foreign assembly plant, plus the actual amount charged for export boxing and inland freight from factory to seaboard.

These instructions supersede all previous circulars and instructions, especially "Glossary of Automotive Terms and Instructions to Exporters," and "Instructions to Automotive Exporters" (issued June 1, 1925), which are now obsolete.

A careful study of the specimen documents and exporters' declaration routing chart printed herein, and a perusal of these instructions and explanations, will improve the accuracy of the export statistics and increase their value to the automotive industry for whose benefit they are collected.

H. O. Smith,
Chief, Automotive Division.

Washington, D. C., *December 1, 1926.*

PREPARATION OF EXPORTER'S DECLARATIONS

The ideal practice is that exporter's declarations be prepared in duplicate by the manufacturer's resident export department, which is most familiar with the nature and value of the products in any given shipment. However, if the making out of the exporter's declarations is being handled by a shipping broker, it is recommended that a triplicate copy be prepared, this copy to be sent to the manufacturer's export department by the shipping broker the same day it is completed. Thus if any inaccuracies in the values, number of units, weight, or classification in which the products are declared are discovered, the manufacturer's export department can instruct his shipping broker to recover the faulty exporter's declaration and make immediate corrections before the errors involved can impair the accuracy of the final compilations prepared and published by the Bureau of Foreign and Domestic Commerce.

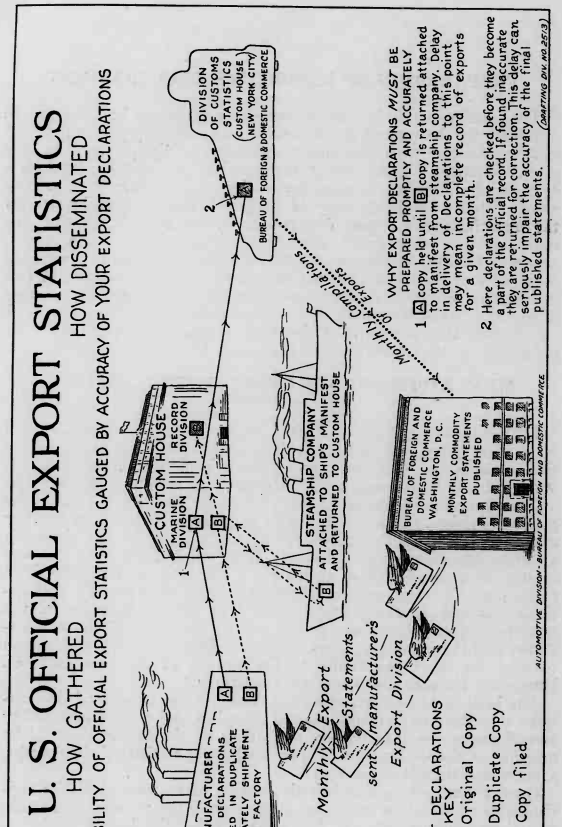
WHAT HAPPENS TO THE COPIES OF THE EXPORTER'S DECLARATION

I. If shipment out of the United States is made by steamer from New York City, the duplicate declarations are first delivered to the customhouse by a messenger from the shipper himself or his agent (the railroad company, if shipment is made on through bill of lading, or the shipping broker), where the original is held in the marine division, while the duplicate is given a registration number and then taken by the messenger of the shipper or the shipper's agent to the steamship company. It is required by law that the master of a vessel, before clearance is granted, send the manifest of the vessel's cargo, with all duplicate copies of exporter's declarations attached, to the customhouse. The duplicate copies of the exporter's declarations are passed on to the files of the customhouse, and then, and only then, is the original copy of a declaration released by the customhouse to the section of customs statistics, Bureau of Foreign and Domestic Commerce.

The section of customs statistics classifies the exporters' declarations according to commodities and compiles under these commodity classifications the information appearing on the declarations. The original of the declaration is then filed for a period of six months, after which time it is destroyed.

On the sixth of each month the section of customs statistics concludes its compilation of export statistics for the preceeding month, and these compilations are forwarded to the division of statistics, Bureau of Foreign and Domestic Commerce, at Washington, D. C., where the final statements are published.

II. If shipment is made out of the United States by steamer at any point other than New York City, the foregoing procedure is followed, except that the customhouse (removed from New York



City) retains in its own files the duplicate copy of the exporter's declaration and forwards the original copy to the section of customs statistics in New York City daily or monthly. (The forwarding schedule is fixed according to the volume of exports through each individual port.)

III. If shipments out of the United States are made by all-rail route to Canada, Cuba, or Mexico, two copies of the exporter's declaration move as explained in Paragraphs I and II, except that the contact with the steamship company is eliminated.

When shipment is made by all-rail route to destination or on a through bill of lading, the latter involving both rail and steamer transport, the railroad company receives both copies of the exporter's declaration from the manufacturer's export department and the railroad then acts as agent for the shipper and delivers both copies of the declaration to the customhouse. If necessary, one copy is delivered to the steamship company at the point through which the shipment leaves the country.

NUMERICAL CLASSIFICATION OF AUTOMOTIVE PRODUCTS FOR EXPORT

[From "Schedule B, Statistical Classification of Domestic Commodities Exported, effective January 1, 1927"]

Class No.		Unit of quantity
7957.	Detachable marine engines	Number.
7959.	Marine engines, other than Diesel, semi-Diesel, and detachable	Do.
7925.	Engines for motor trucks and busses	Do.
7926.	Engines for passenger cars	Do.
7942.	Engines for aircraft	Do.
7159.	Engine accessories and parts for	
7934.	Fire engines	Number.
7905.	Electric trucks and passenger cars	Do.
	Trucks, busses, and chassis for, except electric:	
7910.	Up to 1 ton, inclusive	Do.
7912.	Over 1 to 2½ tons, inclusive	Do.
7914.	Over 2½ tons	Do.
	Passenger cars, and chassis for, except electric:	
7920.	Factory list price up to $500, inclusive	Do.
7921.	Factory list price over $500 to $800, inclusive	Do.
7922.	Factory list price over $800 to $1,200, inclusive	Do.
7923.	Factory list price over $1,200 to $2,000, inclusive	Do.
7924.	Factory list price over $2,000	Do.
7927.	Automobile parts for assembly	
7928.	Automobile parts for replacement	
7930.	Automobile accessories	
7932.	Automobile service appliances, n. e. s	
7939.	Trailers	Number.
7941.	Airplanes, seaplanes, and other aircraft	Do.
7949.	Aircraft parts, excepting engines and tires	
7952.	Motor cycles	Number.
7953.	Motor-cycle parts and accessories, except tires	
7956.	Motor boats	Number.

EXPLANATION OF CLASSIFICATION

Class No. 7957, "*Detachable marine engines*," covers all detachable or portable marine engines and outboard motors.

Class No. 7959, "*Marine engines*," includes all marine engines other than Diesel, semi-Diesel, and outboard motors.

U. S. TREASURY DEPARTMENT
CUSTOMS Form 7525
T. D. 38419 C. D., June 23-38

No. _____

This space for use of Customs

UNITED STATES CUSTOMS SERVICE

☞ Read carefully the instructions on back to avoid delay at shipping point

SHIPPER'S EXPORT DECLARATION

OF SHIPMENTS TO FOREIGN COUNTRIES OR NONCONTIGUOUS TERRITORIES OF THE U. S.

☞ Clearance will not be granted until shipper's declaration has been filed with the Collector of Customs.
(Declarations should be typewritten or prepared in ink; pencil is not permissible.)

This space for use of Customs

No. _____

(Code No. Dist.) (Port.)

Goods shipped by American Automobile Export Co.
(Name of actual shipper.)

Address 280 Broadway (Number.) New York (Street.) (City.) N. Y. (State.) For account of _____

Address _____ (Number.) (Street.) (City.) (State.) From Cleveland, Ohio. (Place of original shipment.)

Via New York Central R. R. (Carrier from interior point, if any.) For Shipment on the S. S. Eldora (U. S.) (Name of carrier. If vessel, give name, motive power, and flag if known.)

From New York (U. S. Customs port of exportation if known.) To ultimate foreign destination of goods Liverpool, (City.) England (Country.)

Marks and numbers.	Number and kind of packages, e.g., 17 crates, 40 boxes, 10 casks, 75 bags, 90 barrels, etc.	COMMODITY. Describe the articles fully, as canned pork, printed cotton cloth, printing presses, apples, etc. General terms such as meats, dry goods, machinery, fruits, etc., will not be accepted. (See instructions on back, par. 8.)	Class No., Schedule B.	Quantity in standard export units, as pounds, tons (of 2,240 pounds), gallons, yards, bushels, barrels, etc.	Value at time and place of shipment. U. S. Products, including foreign goods altered or remanufactured in the United States.	Value at time and place of shipment. Foreign Products in same condition as imported.
					Whole dollars (no cents).	
		TRUCKS, BUSSES & CHASSIS FOR, EXCEPT ELECTRIC:				
XYZ 5062-5063	4 boxes	Capacity to 1 ton Freight and packing $170	7910	4	2970	
XYZ 5064	1 box	Over 1 to 2½ tons	7912	1	2000	
XYZ 5065	1 box	Over 2½ tons	7914	1	4500	
		PASSENGER CARS & CHASSIS FOR, EXCEPT ELECTRIC:				
XYZ 5066-75	10 boxes	Value up to $500 incl. Freight & packing $300	7920	10	4300	
XYZ 5076-77	2 boxes	Value over $500 to $800 Freight & packing $80	7921	2	1480	
XYZ 5078	1 box	Value over $800 to $1200 Freight & packing $40	7922	1	1040	
XYZ 5079	1 box	Value over $1200 to $2000 Freight & packing $50	7923	1	1450	
XYZ 5080	1 box	Value over $2000 Freight & packing $50	7924	1	5050	
XYZ 5081-95	15 boxes	Engines for motor trucks and busses	7925	15	3000	
XYZ 5095-99	5 boxes	Engines for passenger cars	7926	5	450	
XYZ 5100-19	20 box	Parts for assembly	7927		7500	
5120	1 box	Parts for replacement	7928		250	

Waybill or manifest No. _____, 192__

TOTAL $ 31,990

I, the undersigned, solemnly and truly declare that the above statement is a complete, just, and true account of all merchandise shipped by the party named; on board the vessel, car, or vehicle; and to the place or country named above; and that the description and quantity of each article is truly stated and that the values thereof are the actual selling prices or true market values at the time and place of shipment for exportation.

Sworn and subscribed to before me

on _____, 192__

(Deputy Collector, notary public, etc. See par. 2 on back.)

(Signature) _____

(Capacity) _____ (Member of firm, secretary, agent, etc.)

(Address) _____

25-2249

U. S. TREASURY DEPARTMENT
CUSTOMS Form 7525
T. D. 38419 C. D., June 23-38

No. _____

This space for use of Customs

UNITED STATES CUSTOMS SERVICE

☞ Read carefully the instructions on back to avoid delay at shipping point

SHIPPER'S EXPORT DECLARATION

OF SHIPMENTS TO FOREIGN COUNTRIES OR NONCONTIGUOUS TERRITORIES OF THE U. S.

☞ Clearance will not be granted until shipper's declara...on has been filed with the Collector of Customs.
(Declarations should be typewritten or prepared in ink; pencil is not permissible.)

This space for use of Customs

No. _____

(Code No. Dist.) (Port.)

Goods shipped by Mercantile Export Company
(Name of actual shipper.)

Address 85 (Number.) Barclay St. (Street.) New York (City.) N. Y. (State.) For account of _____

Address _____ (Number.) (Street.) (City.) (State.) From Detroit, Mich. (Place of original shipment.)

Via Pennsylvania R. R. (Carrier from interior point, if any.) For Shipment on the S. S. Bowsprit (U.S.) (Name of carrier. If vessel, give name, motive power, and flag if known.)

From New York (U. S. Customs port of exportation if known.) To ultimate foreign destination of goods Havre (City.) France (Country.)

Marks and numbers.	Number and kind of packages, e.g., 17 crates, 40 boxes, 10 casks, 75 bags, 90 barrels, etc.	COMMODITY. Describe the articles fully, as canned pork, printed cotton cloth, printing presses, apples, etc. General terms such as meats, dry goods, machinery, fruits, etc., will not be accepted. (See instructions on back, par. 8.)	Class No., Schedule B.	Quantity in standard export units, as pounds, tons (of 2,240 pounds), gallons, yards, bushels, barrels, etc.	Value at time and place of shipment. U. S. Products, including foreign goods altered or remanufactured in the United States.	Value at time and place of shipment. Foreign Products in same condition as imported.
					Whole dollars (no cents).	
ABC 2400-2409	10 boxes	Detachable marine engines	7957	10	750	
ABC 2410-2413	4 boxes	Marine engines other than Diesel and detachable	7959	4	3,000	
ABC 2414-2415	2 boxes	Engines for aircraft	7942	2	1,000	
ABC 2418	1 box	Automotive fire engines	7934	1	2,000	
ABC 2413-2420	2 boxes	Electric truck and passenger car	7905	2	1,500	
ABC 2421-242.	2 boxes	Automobile accessories	7950		200	
ABC 2423	1 box	Auto service appliances new	7932		300	
ABC 2424	1 box	Trailer	7939	1	250	
ABC 2425-26-27	3 boxes	Airplanes and seaplanes	7941	3	30,000	
ABC 2428	1 box	Aircraft parts	7949		175	
ABC 2429-38	10 boxes	Motor cycles	7952	10	2,000	
ABC 2439	1 box	Parts of cycles	7953		150	
ABC 2440	1 box	Motor boat	7956	1	1,500	

Waybill or manifest No. _____, 192__

TOTAL $ 42,825

I, the undersigned, solemnly and truly declare that the above statement is a complete, just, and true account of all merchandise shipped by the party named; on board the vessel, car, or vehicle; and to the place or country named above; and that the description and quantity of each article is truly stated and that the values thereof are the actual selling prices or true market values at the time and place of shipment for exportation.

Sworn and subscribed to before me

on _____, 192__

(Deputy Collector, notary public, etc. See par. 2 on back.)

(Signature) _____

(Capacity) _____ (Member of firm, secretary, agent, etc.)

(Address) _____

Class No. 7925, "*Engines for motor trucks, and busses.*"—Shipments of engines for motor trucks and busses included with automobile parts for assembly, and not comprising sufficient parts to assemble a certain number of vehicles, should be declared separately as engines for motor trucks and busses and in no case should be declared as automobile parts for assembly.

Class No. 7926, "*Engines for passenger cars.*"—Shipments of engines for passenger cars included with automobile parts for assembly, and not comprising sufficient parts to assemble a certain number of vehicles, should be declared as engines for passenger cars and in no case should be declared as automobile parts for assembly.

Class No. 7159, "*Engine accessories, and parts for.*"—This covers parts for all internal-combustion engines and is to be used only for shipments consisting entirely of such engine parts and accessories. Shipments of engine accessories and parts, when included with automobile parts for assembly or replacement, aircraft parts, and motorcycle parts, may be classified under these respective classes.

Class No. 7934, "*Fire engines*," includes automotive fire-fighting apparatus and all other fire apparatus, whether hand or horse drawn.

Class No. 7905, "*Electric trucks and passenger cars*," does not cover electric station and warehouse trucks. These are covered by Class No. 7935 and fall under the jurisdiction of the Electrical Division of the Bureau of Foreign and Domestic Commerce.

Class Nos. 7910, 7912, and 7914, "*Trucks, busses, and chassis for, except electric*," include all gasoline-driven trucks, busses, and chassis for such vehicles. Such shipments should be classified according to capacity under the proper class number as given in the preceding numerical classification. The total value should be stated in the column designated for that purpose. This value should be wholesale price plus packing charges and inland freight from factory to seaboard.

Class Nos. 7920, 7921, 7922, 7923, and 7924, "*Passenger cars, and chassis for, except electric*," include all gasoline-driven passenger cars and chassis. Such shipments should be classified according to value under the proper class number as given in the preceding numerical classification. Classification of shipments of all classes of passenger cars, and chassis for same, is determined by the currently advertised or generally understood factory list price without any additions. The cost of inland freight and packing should be stated in the column headed "Commodity" in the manner indicated on the facsimile copy of "Export declaration" herein. The total values should be stated in the column designated for that purpose. This value should be wholesale price plus packing charges and inland freight from factory to seaboard. By stating the cost of packing and freight charges separately the customs authorities are enabled to determine whether shipments of passenger cars have been properly classified.

Class No. 7927, "*Automobile parts for assembly*," covers shipments of automobile parts to be assembled abroad into complete vehicles and not comprising sufficient parts to assemble a certain number of vehicles. Shipments of automobile parts for assembly comprising

sufficient parts to assemble a certain number of vehicles *must* be declared as complete vehicles, stating number and value, under the proper class numbers. Such shipments, therefore, should not be declared as parts for assembly.

Class No. 7928, "*Automobile parts for replacement*," includes all repair parts not intended to be assembled abroad as complete vehicles.

Class No. 7930, "*Automobile accessories*," includes all accessories intended for use on trucks, busses, and passenger cars that can not be considered as automobile parts.

The broad distinction between automobile parts and automobile accessories is that parts are essentials, but accessories, while useful or ornamental, are not absolutely necessary for the operation of an automobile.

The following are considered as assembly or replacement parts under classes 7927 and 7928:

Axle shafts.
Ball bearings.
Ball and socket joints.
Belts for fans, pumps, etc.
Bodies.
Body parts and fittings.
Bows, top.
Bow rests.
Bow separators.
Bow sockets.
Brake assemblies.
Brake lining.
Bushings.
Chains, driving.
Clutch lining.
Demountable rims.
Differential assemblies.
Fans.
Frames.
Lamps, automobile (head, side, and tail).
Radiator caps.
Rim parts.
Roller bearings.
Shims.
Springs, leaf.
Steering wheels.
Tire valves.
Tops.
And similar items.

The following are accessories under class 7930:

Ash receivers.
Baggage carriers.
Bumpers.
Chains, nonskid tire.
Cigar lighters.
Dash ammeters.
Heaters.
Hoists, truck, dumping, hand or power operated.
Hood covers.
Horns, electric.
Horns, hand operated.
Jacks, automobile.
Lamps, stop and spot.
Lamps, parking.
License and name plates.
Locks, automobile.
Locks, radiator cap and heat indicator.
Mirrors.
Motometers.
Radiator covers.
Radiator shutters or shields.
Shock absorbers.
Speedometers.
Spot lights.
Starters, engine.
Taximeters (taxicab).
Tire pumps (hand).
Tire and wheel holder locks.
Tire covers.
Ventilators.
Wind deflectors, glass.
Windshield visors.
Windshield wings.
Windshield cleaners.
Window regulators.

Class No. 7932, "*Auto service appliances, n. e. s.*" (not elsewhere specified), includes service-station equipment not listed in other sections of Export Schedule B. (Lathes and other machine tools, not built especially for automobiles, for example, appear under metal-working machinery, classes 7400 to 7485 of Schedule B, and fall under the industrial machinery group.)

The following are considered as automobile service-station appliances, class 7932:

Alignment gauges.
Hoists and cranes, garage.
Oil-storage outfits.
Pumps, gasoline and oil.
Tire pumps, mechanical.
Valve grinders, electric.
Valve grinders, hand.
Vulcanizers, portable and shop.
Winches, truck.
Wrecking cranes (automobile).

The remaining class numbers in the numerical classification are self-explanatory and cover only the products described in each case.

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